

## **FIRE PREVENTION PRACTICE #3.10**

September 1, 1991

TO: All Fire Inspection Personnel

FROM: Steve Zaccard, Fire Marshal

SUBJECT: TRADES INSPECTORS - RESERVED TIME FOR TEAM INSPECTIONS

"THIS PRACTICE IS TO SERVE AS A PROCEDURAL GUIDE FOR YOU TO FOLLOW. EXCEPTIONS TO THIS PRACTICE SHALL BE APPROVED BY THE FIRE MARSHAL THROUGH YOUR SUPERVISOR".

Trades Inspectors should reserve one and one-half hours each week on Thursday, between 2:00 p.m. and 3:30 p.m., for the purpose of conducting vacant building team inspections as the need arises. During this time, Trades Inspectors should not schedule any other appointments.

When no vacant building inspections are scheduled, Trades Inspectors should use this time for any inspections, reinspections, or other field duties that do not require an appointment.

Trades Inspectors are as follows:

Building Inspector  
Electrical Inspector  
Mechanical Inspector  
Plumbing Inspector

Please go through your calendars and record these reservations.

ejd

cc: Gary Trudeau  
Cindy Menten

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